

Quiet Water Board of Directors Meeting, November 1, 2014

Approved 11/27/2014

In Attendance: Board Members Wally Orchard, Paul Haley, Mary Wiltse, and Bob Noble, Nan Scott Treasurer, resident Dan Motley, resident Greg Scott (2:15 P.M.)

Meeting Business: 1:05 P.M.

1. Treasurer's Report

The discussion revolved around the Riparian Restoration Fund (RRF) that was established from the General Reserves by vote at the last Annual Meeting. The Board is obligated to have a plan to repay to the General Reserves the \$20,000 it moved to the RRF. The Board unanimously approved a motion to move \$2000 annually from the RRF for the next 10 years to repay the General Reserves. The first payment is in this year's budget. The Board will review this decision annually to make sure the General Reserves is sound. Nan Scott reported that no item in the budget at this time is over 50% spent and we are at the half waypoint in the fiscal year.

2. Riparian Plan

Paul Haley presented the status of the bank profiling project behind LCA3. The Board found that a fill/removal permit from the State Division of Lands (SDL) was necessary for the work. With the help of Walama Restoration of Eugene we applied for a permit. SDL came back with additional requirements that added prohibitively to the costs of the project. The Board decided not to go forward with the project and to attempt to deal with the erosion problem by planting alder trees and twinberry in the area. Walama will be paid for their time. There was \$3000 budgeted for this project.

3. Reserve Study

Bob Noble and Greg Scott have worked on how the need for repaving the LCA parking lots will effect the LCA reserves. They presented an updated reserve study. They concluded that the paving will not increase required LCA assessments excessively. This is based on current bids. The bids for the paving are time sensitive and are good for 3 months so it is planned to get timely bids to have the paving done this coming summer.

There was discussion about the common assets for which the association is collecting replacement fees. The problem is that the association is not collecting enough fees for the general reserve to replace the pool, or the tennis court if there were a major failure. It is not clear that the membership is aware of the situation. The Board wants guidance as far as what the membership wants to do about the discrepancy between asset replacement costs and fees assessed. It was decided that this issue is important enough to warrant a membership meeting just on the reserve study. This meeting will take place on the Friday evening before the Annual Meeting (Room 8 at the commons Friday June 12, 2015)

4. Website

There are technical difficulties with the present QW website. The site belongs to Greg Scott and the ability to update the site is lost. Wally Orchard has taken the lead on this issue and has found an inexpensive venue to have a website owned and operated by the QW Board. A motion was passed unanimously to establish a QW Website with an annual budget of \$100. The website will be the site of important QW documents, meeting minutes, calendar of events, etc. Wally hopes to develop the new site and have it up and running in the next few months.

5. Annual Financial Report/Budget

There was a complaint from a QW member that the annual financial report was incomplete at the last Annual Meeting. The member felt they could not make an informed decision on the proposed budget without a complete accounting from the previous year. This past annual meeting was too close to the end of the fiscal year to have the information this member wanted. The Board decided to have the Annual Meeting at the latest time in June allowed by the By-Laws so the books would be closed for the previous year and the annual report complete.

The Board made a commitment to construct a budget for 2015-2016 at the January meeting for the benefit of our Treasurer.

6. Bank Closure/ QW Account Change

Bank of the West, where QW has its account, is closing its office in Yachats. The Board decided in conjunction with Jeannine Janson, the financial secretary, to transfer the QW accounts to the Bank of the West office in

Newport. Jeannine makes regular trips to the Newport for other purposes so she can include QW banking needs.

7. Pergola

Resident Dan Motley brought to the Board the issue of the unsafe state of the pergola between the parking garages in LCA1. He questioned whether the asset was a common asset rather than an LCA1 asset and requested the Board spend from the General Reserves to replace the structure. The history of the structure is that it was built and maintained by volunteer labor with no cost to the membership. Dan obtained a materials estimate that was around \$1000. The Board decided that it was unclear whether the pergola was an LCA1 asset or a common asset and to put replacement to a vote of the membership at the next Annual Meeting.

The pergola is a safety hazard and needs to be taken down even if replaced. Wally Orchard, Bob Noble, and Dan Motley consented to deconstruct the structure and leave what is viable until a decision can be made about its future.

8. QW Document Review

Bob Noble and Mary Wiltse will work on reviewing all the important QW documents for consistency and make recommendations to the Board from their findings at the January meeting. Bob suggested that we put together a Board member booklet that has all the documents that would help new members to the Board.

9. Site and Pool Manager Replacement Search

So far there is no interest from QW residents for the site and pool manager positions. The recommendation is to use local connections and resources to find someone in the local community willing and suitable to do these jobs.

Meeting adjourned 3:45 P.M.

The next Board meeting is set for Saturday January 31,2015 at 1:00 p.m. at the home of Mary Wiltse, 230 Jennifer, Yachats

Prepared by Paul Haley, QWFOA Secretary